

Parking and Transportation Services Department

2019 Fiscal Year Summary



Parking & Transportation Services Department 2019 Fiscal Year Summary



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Parking & Transportation Services Department

2019 Fiscal Year Summary

Mission: Provide safe, reliable and convenient campus parking services that meet and support the mission of the University and the parking needs of the campus and its surrounding community.

Introduction: The University of Nevada, Reno Parking and Transportation Services Department is located on 16th Street just north of the Fleischmann Planetarium. Hours of operation of the main office are 8:00 a.m. to 5:00 p.m. Monday through Friday. The Parking and Transportation Services Department implements regulations which best utilize roadways and parking areas for the benefit of University of Nevada, Reno students, staff, faculty and visitors. The Department is responsible for the issuance of parking permits, enforcement of the parking rules and regulations, installation of parking signs, management and maintenance of parking meters and facilities, and overseeing the campus shuttle service and special event parking.

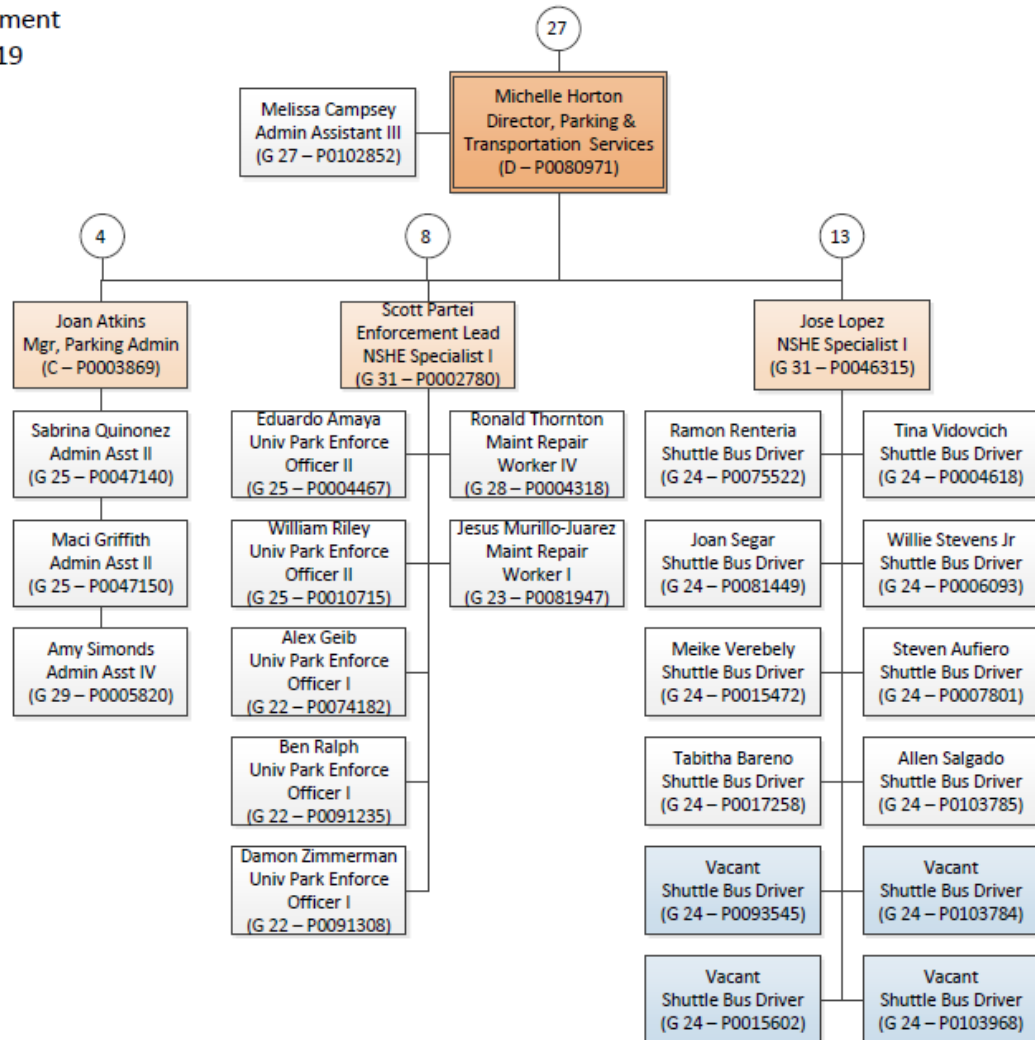
The Parking and Transportation Services Department includes two professional faculty positions and four operations teams:

- The Office/Event Administrative Operation
 - Two professional faculty positions, four full-time classified employees and students.
- The Enforcement Operation
 - Five full-time classified employees, one part-time employee and students.
- The Shuttle Operation
 - Four full-time and nine intermittent classified employees.
- The Maintenance Operation
 - Two full-time classified employees and students.

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Facilities Services

Parking & Transportation
Services Department
February 2019



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Parking Permit Types, Cost and Numbers Sold

The University of Nevada, Reno Parking office sells a variety of permits to the Campus Community. A total of 10,454 vehicle permits and 172 motorcycle permits were sold (Fall Statistics). The majority of permits experienced a 17% permit fee increase; resident permits increased by 37.5% and reserved permit fees increased by 43%.

Zone	Permit Cost	Annual Permits Sold	Semester Permits Sold	Total Sold
Silver Zone	\$680	66	0	66
Silver Contractor	\$680	62	0	62
Reserved Spaces	\$680	252	0	252
Silver Resident	\$550	108	0	108
Silver Zone	\$468	4,026	803	4,829
Silver Carpool	\$468	32	0	32
Yellow 1	\$550	589	0	589
Yellow 2	\$550	141	0	141
Yellow 3	\$550	40	0	40
Green Zone	\$270	1,502	964	2,466
Green Carpool	\$270	10	0	10
Orange Zone	\$270	223	0	223
Tan Zone	\$351	329	0	329
Tan Resident	\$147	197	0	197
Blue Zones (1&2)	\$147	433	166	599
Disabled	\$147	158	0	158
Evening	\$147	178	175	353
Total Vehicle Permits		8,346	2,108	10,454

Other Highlights:

172 motorcycle parking permits sold.

252 reserved paid signed spaces on campus.

187 parking permits and 6 wolf passes reported lost or stolen.

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Total Painted Spaces by Zone

Zone	Total Spaces
Reserved Department/Dean's VP's/ FMS/ Patient	310
Silver	3,516
Silver Carpool	35
Yellow	758
Green	1,373
Green Carpool	12
Orange	235
Tan	415
Blue 1&2	475
Parking Meters/ Hourly Parking	452
Disabled	306
Loading Zone/ Service Vehicle	230
Free Spaces/ Free Disabled	825
Total #of Vehicle Spaces	8,942
Total # of Motorcycle Areas	29

On September 18 and October 16 parking utilization surveys indicated a total of 639 vacant spaces available on campus.



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Free Parking Spaces and Location

Location	Number of Spaces
President's Spaces/ Silver 1	2
Tenant Parking/ Silver 6 Dirt Lot	57
Sports Medicine Physicians/ B11 Permits	6
Nevada Historical Society	19
Davidson Academy	25
NSHE Employees and Guests/ Enterprise and Evans	67
Patient Spaces for Nevada Physical Therapy/ROC	40
KNPB Visitor Parking	21
Nevada Early Intervention Services/ Special Children's Clinic	80
Children's Behavioral Center	68
Computing Center/ Behind Fence- Green Zone	15
20 Minute Child and Family Research Center Loading/ Silver 2	6
20 Minute Early Learning Center Parking/ Silver 3	2
Valley Road/ Behind Fenced Area	31
20 Minute Parking Services/ Silver 17	7
Police Services/ Silver 11	15
Central Receiving/ Green Zone	20
Sinclair Visitors and Staff Parking	85
Hixon Field/ Manogue Road	100
Lombardi Meters	3
Motor pool area	94
Post Office	30
Real Estate Office	4
Facilities Maintenance Service- Carts Only	1
Disabled spaces in free zones	27
Total	825

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Parking Permit Revenue

A total of \$3,936,185 was received from the sale of annual and temporary campus parking permits. The following is a breakdown of parking permit revenue by month.

Month	Amount	Cumulative
July	\$ 687,277	\$ 687,277
August	\$ 1,520,301	\$ 2,207,578
September	\$ 147,845	\$ 2,355,423
October	\$ 96,860	\$ 2,452,283
November	\$ 82,523	\$ 2,534,806
December	\$ 161,261	\$ 2,696,067
January	\$ 329,769	\$ 3,025,836
February	\$ 97,486	\$ 3,123,322
March	\$ 84,145	\$ 3,207,467
April	\$ 78,925	\$ 3,286,392
May	\$ 144,561	\$ 3,430,953
June	\$ 505,232	\$ 3,936,185



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Parking Meter Space Revenue

- *Physical meter heads only/ does not include hourly parking spaces*

A total of \$121,027 was received from the 179 campus parking meters, an average of \$676 per meter. The following is a breakdown of meter revenue by month.

Month	Amount	Cumulative
July	\$ 5,819	\$ 5,819
August	\$ 8,446	\$ 14,265
September	\$ 12,801	\$ 27,066
October	\$ 12,206	\$ 39,272
November	\$ 13,570	\$ 52,842
December	\$ 8,515	\$ 61,357
January	\$ 3,132	\$ 64,489
February	\$ 14,403	\$ 78,892
March	\$ 12,069	\$ 90,961
April	\$ 13,008	\$ 103,969
May	\$ 11,723	\$ 115,692
June	\$ 5,335	\$ 121,027



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Pay and Display Space Revenue

A total of \$876,801 was received from the 11 pay and display machines on campus. The following is a breakdown of pay and display revenue by month.

Month	Amount	Cumulative
July	\$ 34,307	\$ 34,307
August	\$ 60,549	\$ 94,856
September	\$ 90,597	\$ 185,453
October	\$ 97,968	\$ 283,421
November	\$ 84,928	\$ 368,349
December	\$ 66,694	\$ 435,043
January	\$ 56,337	\$ 491,380
February	\$ 90,099	\$ 581,479
March	\$ 82,755	\$ 664,234
April	\$ 102,744	\$ 766,978
May	\$ 74,158	\$ 841,136
June	\$ 35,665	\$ 876,801

** An additional \$12,874 was received from codes used by departments. This revenue was placed in the recharge account, as required.*

Pay and Display Machine – Usage by Month

235,224 permits were dispensed from the pay and display machines.

Location	Machine #1 BJW Complex	Machine #2 BJW Complex	Machine #3 Center Street	Machine #4 WS Complex	Machine #5 WS Complex	Machine #6 Silver 10	Machine #7 Knowledge Center	Machine #8 Lombardi Rec	Machine #9 Morrill Hall	Machine #10 EL Wiegand Fitness Ctr	Machine #11 EL Wiegand Fitness Ctr	Total Use
Month												
July	2,620	2,828	25	380	926	138	859	350	419	1,003	1,654	11,202
August	3,880	4,359	25	960	1,813	455	1,138	627	576	1,594	2,680	18,107
September	4,203	4,308	67	1,236	2,539	522	1,392	1,006	954	2,332	3,751	22,310
October	5,045	5,199	52	1,371	2,978	647	1,651	1,648	1,179	2,983	4,323	27,076
November	4,499	4,088	34	956	2,408	551	1,444	1,115	932	2,161	3,781	21,969
December	3,121	3,595	18	652	1,526	367	980	898	645	1,684	2,832	16,318
January	3,096	3,586	21	732	1,496	362	753	957	477	1,870	3,199	16,549
February	4,085	4,810	14	1,063	2,215	581	1,292	1,486	959	2,763	4,147	23,415
March	4,020	4,323	30	882	2,012	547	1,304	1,434	895	2,481	3,669	21,597
April	5,337	5,491	40	1,329	3,044	542	1,654	2,199	1,351	3,082	4,612	28,681
May	3,515	3,799	48	631	1,556	536	1,225	1,174	797	1,949	3,077	18,307
June	1,589	2,006	37	280	925	335	744	446	465	1,075	1,791	9,693
Total	45,010	48,392	411	10,472	23,438	5,583	14,436	13,340	9,649	24,977	39,516	235,224

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Parking Citation Revenue

A total of \$926,029 was received from the collection of parking citations. The following is a breakdown of citation revenue received by month.

Month	Amount	Cumulative
July	\$ 44,329	\$ 44,329
August	\$ 76,807	\$ 121,136
September	\$ 46,696	\$ 167,832
October	\$ 88,323	\$ 256,155
November	\$ 113,636	\$ 369,791
December	\$ 82,106	\$ 451,897
January	\$ 75,057	\$ 526,954
February	\$ 66,614	\$ 593,568
March	\$ 89,062	\$ 682,630
April	\$ 114,979	\$ 797,609
May	\$ 81,876	\$ 879,485
June	\$ 46,544	\$ 926,029



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Parking Citations, Warnings and Flyers Issued

There were 42,586 citations and courtesy warnings issued. Below is a breakdown of violation types. Of the 27,580 citations issued, 1,517 were voided, leaving 26,063 citations due. 24,192 were paid, resulting in a 93% collection rate.

95 vehicles were immobilized for excessive fines and 0 were towed.

Violation	Amount of Violation	Citations	Warnings	Voids
Lost/Stolen Forge Fee	\$ 400	3	0	0
Disabled Zone	\$ 250	41	32	14
Possession of Lost/Forged Stolen Permit	\$ 250	28	3	8
Parking Privileges Suspended	\$ 50	89	1	6
Parking in Gated/Coned Area	\$ 50	38	11	7
Obstructing Traffic	\$ 40	7	7	1
Blocking	\$ 40	16	10	1
Parked on Lawn/Landscape	\$ 40	1	2	0
No Parking Permit	\$ 30	7,797	5,498	463
No Overnight Parking	\$ 30	87	3	4
No Parking Zone	\$ 30	327	142	26
Parking in Improper Zone	\$ 30	7,018	1,504	291
Red Zone	\$ 30	125	20	15
Meter Violation	\$ 20	9,600	1,013	616
Timed Zone	\$ 20	630	65	26
Line Straddling	\$ 10	51	120	4
Improper Display of Permit	\$ 5	202	3,429	25
No Bicycle Permit	\$ 5	3	9	1
Boot Courtesy	\$ 0	0	496	9
Other (friendly flyer, flat tire assists)	\$ 0	0	2,641	0
Total		26,063	15,006	1,517

Parking Citation Appeals

1,012 citations were appealed. Below is a breakdown of appeals that were approved, disapproved or reduced. (46% Approval Rate)

Approved	Disapproved	Reduced
439	546	27

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Motorist Assistance Program

253 people were assisted by the Motorist Assistance Program, a free service which provides vehicle assistance to members of the campus community. Below is a breakdown of services provided by month.

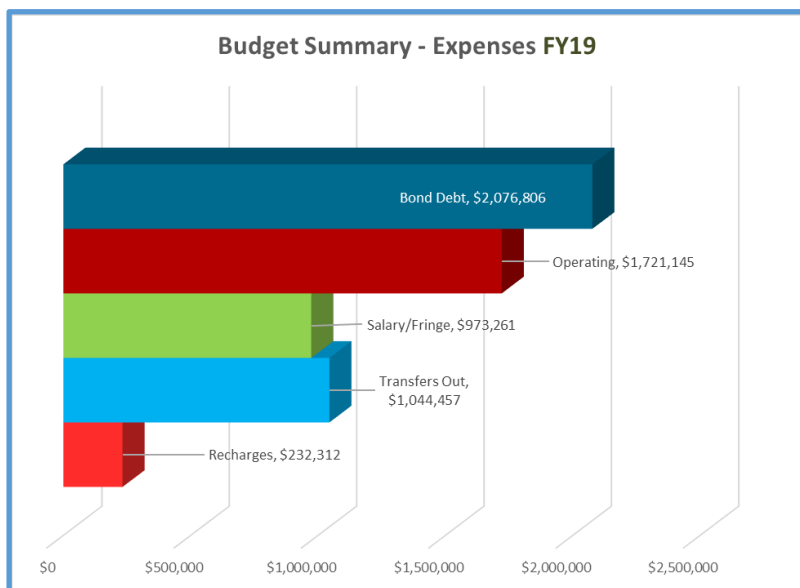
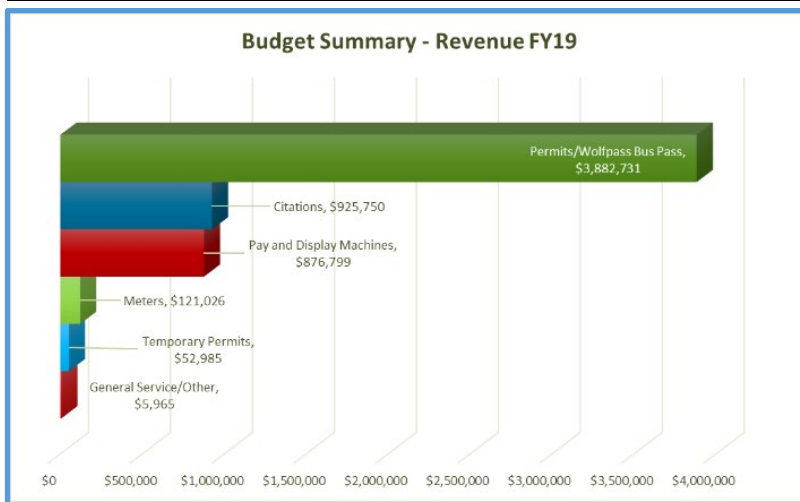
Month	Jumpstart	Unlock	Other	Total
July	3	4	3	10
August	16	3	1	20
September	16	17	2	35
October	16	11	4	31
November	14	7	0	21
December	12	9	3	24
January	19	7	4	30
February	16	4	2	22
March	12	6	3	21
April	10	9	2	21
May	7	3	2	12
June	2	2	2	6
Total	143	82	28	253



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Parking Operations Budget Summary

Beginning Balance	\$3,149,222
Sales and Services	5,841,037
Total Funds	8,990,259
Expenses	
Salary/Fringe	973,261
Operating	1,721,145
Equipment	0
Bond Debt	2,076,806
New Construction	1,650,000
Recharges	-232,312
Transfers	1,044,457
Encumbrances	0
Total Expenses	\$7,233,357
Ending Balance	\$1,756,902



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Special Events

614 large events required special parking arrangements which include special signage, parking attendants, parking permits, and/or suspension of parking enforcement. Entities are billed for special event services. Below is a breakdown of the number of special events that were provided parking services in 2018-2019.



Month	Number of Events
July	53
August	50
September	48
October	63
November	43
December	34
January	24
February	38
March	56
April	84
May	64
June	57
Total	614

Beginning Balance	\$3,900
Sales and Services	20,261
Total Funds	24,161
Expenses	
Salary/Fringe	30,863
Operating	39,399
Recharges	-102,403
Transfer Out	50,544
Total Expenses	18,403
Ending Balance	\$5,758

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PACKTransit Shuttle Ridership Statistics



236,770 rides were provided on the campus shuttle service. During the instructional days of fall and spring semesters, the BLUELine operates Monday through Thursday from 7:30 a.m. to 10:00 p.m. and Friday from 7:30 a.m. to 5:30 p.m. The SILVERLine operates Monday through Thursday from 7:30 a.m. to 6:30 p.m. and Friday from 7:30 a.m. to 5:30 p.m. Service was not provided during winter break, spring break or the summer.

During instructional days of fall and spring semesters, the Davidson Academy shuttle operates Monday through Friday three times in the morning and twice in the afternoon.

The following is a breakdown of the number of rides provided each month.

Month	BLUELine	SILVERLine	Cumulative
July	246	791	1,037
August	4,899	4,515	10,451
September	16,829	14,370	41,650
October	18,660	17,279	77,589
November	15,429	13,482	106,500
December	7,631	7,577	121,708
January	7,051	7,458	136,217
February	14,298	13,979	164,494
March	11,055	10,397	185,946
April	20,193	16,986	223,125
May	7,514	6,131	236,770
June	0	0	236,770
Total	123,805	112,965	236,770

Davidson
0
444
1,311
1,426
1,077
684
387
878
755
1,321
647
0
8,930

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PACKTransit Shuttle Operating Costs

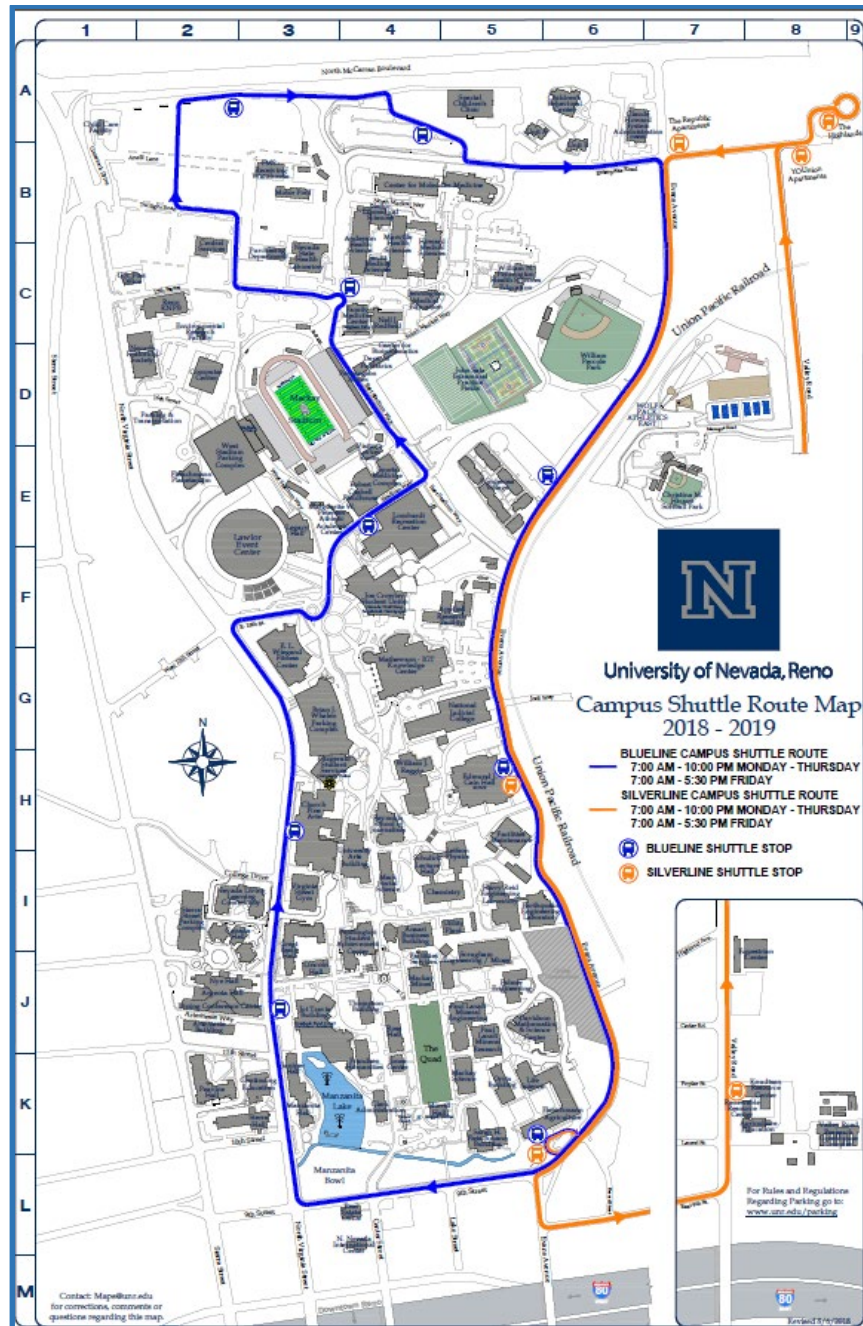
Shuttle operating costs include the BLUELine, the SILVERLine and the Davidson Academy Routes.

PACKTransit Operating Costs	
Total Wage and Fringe	\$ 284,220
Operating Expense	\$ 160,360
Total Cost to Operate Shuttles	\$ 444,580
Number of Total Riders	236,770
Cost per Ride	\$ 1.86

Beginning Balance	\$ 64,878
Sales and Services	\$ 59,138
Shuttle Agreements	\$ 164,416
Insurance Recovery	0
Transfer from Parking Operations	\$ 374,246
Total Funds	\$ 662,678
Expenses	
Salary/Fringe	\$ 284,220
Operating	\$ 160,360
Equipment	0
Recharges	0
Transfers	0
Encumbrances	0
Total Expenses	\$ 444,580
Ending Balance	\$ 218,098

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PACKTransit Shuttle Route Map



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Transportation Demand Management Program

The Parking and Transportation Services Department offers programs to encourage individuals to use alternate modes of transportation to get to campus. A carpool permit, the Wolf Pass City bus program, Zipcar service, motorcycle permits as well as free bicycle permits are offered. Bicycle lockers and racks are also available. *In addition, a bike share system was available to the campus community.

1,462 campus members registered as alternate transportation users (fall).

Type	Motorcycles	Carpoolers	Bicyclists	Wolf Pass	East Campus Resident	Circus Circus
Fac/ Staff	58	18	107	13	0	68
Students	114	24	378	105	388	189
Total	172	42	485	118	388	257

Alternate Transportation Rates (fall)

9,563 zone permits were sold (fall). 9,563 is used when calculating the number of faculty, staff and students who purchase permits.

Type	Headcount	Number of Permits Sold	Drive Alone	Alternate
Fac/Staff	3,187	2,541	80%	20%
Student	21,463	6,725	31%	69%
Total	24,650	9,266	38%	62%



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Permits Sold by Category

Zone	Spaces That Can be Sold	Total Permits Sold	Sold to Faculty or Staff	Sold to Students	Sold to Departments or Others
Silver 1	1	1	1	0	0
Silver 2	49	51	50	0	1
Silver 3	24	17	16	0	1
Silver 6	49	51	51	0	0
Silver 7	38	41	30	0	11
Silver 7 Resident	10	10	0	10	0
Silver 8	24	18	13	0	5
Silver 9	31	29	29	0	0
Silver 10	332	387	273	102	12
Silver 11	777	899	824	0	75
Silver 11 carpool	22	17	17	0	0
Silver 11 Resident	100	98	0	98	0
Silver 12	85	109	102	0	7
Silver 13	38	40	34	0	6
Silver 14	79	86	51	0	35
Silver 16	253	366	77	274	15
Silver 17	1,598	1,915	196	1,707	12
Silver 17 fall	-	803	24	779	0
Silver 17 carpool	17	15	0	15	0
Silver 18	8	6	6	0	0
Silver 19	10	10	10	0	0
Total Silver	3,545	4,969	1,804	2,985	180

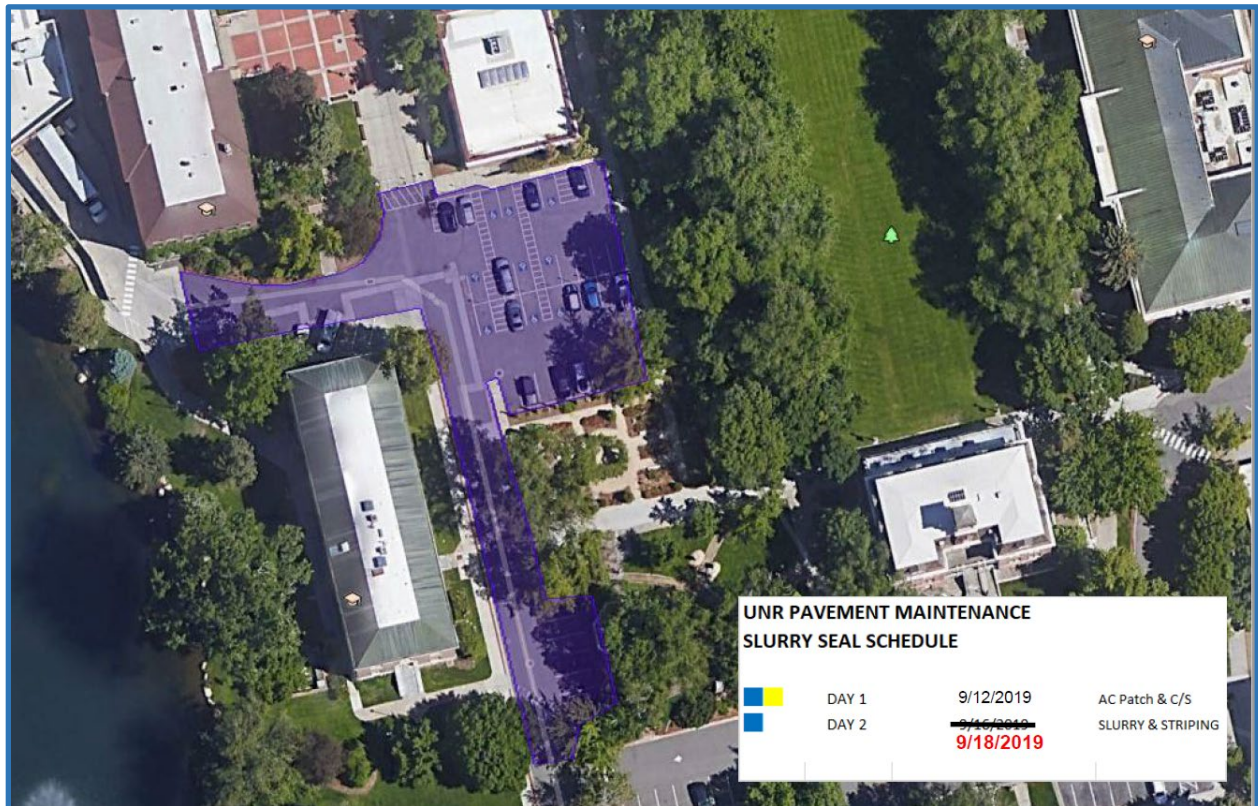
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Zone	Spaces That Can be Sold	Total Permits Sold	Sold to Faculty or Staff	Sold to Students	Sold to Departments or Others
Green 1	1,343	1,502	444	1,022	36
Green 1 fall	-	964	14	950	0
Green 1 carpool	12	10	0	10	0
Total Green	1,355	2,476	458	1,982	36
Tan	394	329	107	171	51
Tan Resident	0	197	0	197	0
Total Tan	394	526	107	368	51
Blue 1	366	394	104	266	24
Blue 1 fall	-	166	5	161	0
Blue 2	86	39	0	39	0
Total Blue	452	599	109	466	24
Orange	228	223	4	214	5
Total Orange	228	223	4	214	5
Yellow 1	539	589	5	584	0
Yellow 2	135	141	45	96	0
Yellow 3	47	40	9	30	1
Total Yellow	721	770	59	710	1
Total Zone Permits	6,695	9,563	2,541	6,725	297
Silver Zone	-	66	37	0	29
Disabled	-	158	66	92	0
Contractor	-	62	0	0	62
Reserved	-	252	0	0	252
Evening	-	178	34	135	9
Evening fall	-	175	10	165	0
Total Other	293	891	147	392	352
Grand Total	6,988	10,454	2,688	7,117	649

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Summary of Asphalt Repairs on Campus

Location	Project Number	Repair Amount	Date	Description
Maintain parking lots	17MNT00416	\$45,000	July 2018	Crack seal, slurry seal and patch as required
North Campus Asphalt I	17DRPR01190P1	\$475,000	Oct 2018	Repair east stadium way asphalt road and parking lots between Enterprise Rd. to 17 th street
FMS Lot	17DRPR00539	\$511,757	Jan 2019	Design and repair parking lot
Jensen Plaza	19DNC01143	\$40,000	April 2019	Repair Jensen Plaza
Total Amount		\$1,071,757		



Parking & Transportation Services Department

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Summary of Department Accomplishments/Initiatives

Administration/Office

- Implemented a permit fee increase for FY19; 13% for Gateway Garage, 2% for PACKTransit, 2% for deferred maintenance for most parking permits. Resident permits funded an increase of 22.5% for Gateway Garage and reserved spaces/permits funded 28%.
- Successfully scheduled hundreds of campus special events.
- Extended the Orange 1 zone lot by 24 spaces to generate more parking for on-campus residents.
- Continued weekly staff training program (tool box talks).
- Implemented a “No Overnight Parking” policy and citation for commuters.
- Conducted the parking permit design contest for students.
- Performed lot vacancy counts in September and March to determine occupancy rates on campus.
- Continued in our Transportation Demand Management efforts (carpooling, biking, busing, Zipcar, walking).
- Updated and created new Standard Operating Procedures for the department.
- Offered overtime hours for manning athletic events to all FSD employees.
- Offered shuttle drivers extra hours with other FSD departments over the summertime.
- Promoted current staff.
- Continued to use Manpower to supplement parking services for special events.
- Met with ASUN and GSA to present PACKTransit deficit figures and ask for funding.
- Leased parking space out to Dianda Construction.
- All staff attended active shooter training with UNRPD.
- Hired an Administrative Assistant for front line counter.
- Implemented the “24/7” enforcement notification on all RESERVED spaces.
- Provided additional manning for men’s basketball games.
- Worked with WCSD to organize High School Graduation Parking.
- Established a campus sign standard for all special event signs.

Field and Maintenance

- Continued to update parking lot and garage signage.
- Installed additional bike racks and bike lockers throughout the campus.

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- Installed a gate arm on West Stadium Way to limit vehicular traffic and promote pedestrian safety.
- Updated Pay and Display machines to new software
- Coordinated annual campus parking space counts and updated the campus interactive map.
- Performed parking lot inventory counts on the entire campus.
- Restriped parking areas, disabled zones and red curbs.
- Painted lines in Whalen in the corners to prevent drivers from cutting corners
- Provided safety equipment (snow shoe picks) for maintenance staff to prevent slip and fall injuries.

PACKTransit Shuttle

- Presented PACKTransit deficit information to ASUN and GSA for potential student funding.
- Hired a new Shuttle Bus Manager.
- Hired three new drivers for PACKTransit service.
- Designated a Lead Shuttle Bus driver for the evening shift.
- All drivers received salary increases as of January 1, 2019.
- Continued shuttle agreements with Highlands, Sterling and Republic Apartments to provide transportation to/from the campus.
- Continued to subsidize the RTC Wolf Pass Program.
- Engaged RTC the idea of a campus wide “U-Pass” program.
- Continued to provide shuttle service for the Reno Rodeo.
- Implemented the Double Map GPS tracking software on all PACKTransit buses. Software also included “panic” buttons for driver safety.
- Biohazard kits were purchased for all shuttles.
- Began discussions with ICA to provide football player shuttles for FY20.
- Informed shuttle drivers of the one-loop system in FY20
- Assigned drivers call numbers instead of using names on the radio for safety issues.
- Continued to provide transportation for KIDSU and Orientation Summer events.

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